

Regular Meeting of the Advisory Board of Recreation and Parks  
Held at the Falls Church Community Center  
223 Little Falls Street, Falls Church, Virginia 22046

**Minutes**  
**January 6, 2010**

**1. Call to Order**

Ms. Simpson called the meeting to order at 7:05 p.m.

Members present were Kathryn Chandler, Charley O'Hara, Leslie Rye, Ruth Rodgers and Joyce Simpson. Staff present was Howard Herman, General Manager of Community Service, Daniel Schlitt, Deputy Director of Recreation and Parks, and Linda Weikle, Senior Administrative Assistant. City Council member Lawrence Webb also attended.

**2. Receipt of Public Petitions and Board Member Petitions**

Ms. Simpson asked if there were any petitions from the public or board members. There were none.

**3. Minutes**

Ms. Chandler moved to approve the December 2, 2009 minutes. Ms. Rogers seconded the motion. Upon voice vote, the motion passed unanimously with Mr. O'Hara abstaining.

**4. Recreation Director's Report**

Mr. Herman reported:

- Watch Night had minimal outdoor attendance. It was reported that the indoor venues were filled. The inflatable equipment was cancelled due to the wet conditions. There were probably about 200 people at the stage when the star dropped at midnight. Mr. Herman noted that this event requires a lot of overtime funding for City staff and suggested that it be changed to indoor venues only, don't close the street, and only have police presence to help with crossing the streets between venues. The Teen New's Year Eve party at the Community Center had 90 people in attendance which is down from previous years.
- The weather has been bad the last few Saturdays of the Farmers' Market. Despite the heavy snow on December 19, three vendors were at the market and a few customers were there. If the snow is still blocking parking spaces this Saturday, some of the vendor spaces may have to be moved on the Police Department side of City Hall.
- Clearing the snow off the sidewalks from the deep snowfall of December 19 was a challenge. There was one staff member limited by a previous injury and a couple who were on vacation. Despite the limitations, the crew did a good job of clearing the sidewalks.

- The Saturday attendance at the Holiday Craft Show was impacted by the snow. Attendance on Sunday was good. The vendors were happy with their sales, and the kids' activities were sold out.
- Class registration started January 4. Most people used online registration.

## **5. New Business**

### **a. Election**

Mr. Herman reported that Chair Gerard Mene resigned from the Board, and asked for nominations for chair. Ms. Chandler nominated Charley O'Hara to be chair; Ms. Rogers seconded the motion. Upon unanimous voice vote, Mr. O'Hara was elected to be chair.

The Board decided to change its February meeting to Tuesday, Feb. 2, 7 p.m., due to a lack of quorum for February 3.

### **b. Budget**

Mr. Herman reported that the City had lost its suit with Fairfax County regarding the revenue that the City transfers from the water fund to the general fund each year. The ruling requires the City to repay the water fund \$2.2 million in this fiscal year. Since the City Council will be discussing this issue at its January 11 meeting, Mr. Herman recommended that the Board not present the Open Space Report at the meeting.

Because the City's fund balance has fallen below acceptable levels, all CIP projects for FY10 and 11 have been defunded unless they are funded by grants, or affect health, safety, or welfare. No new projects will be submitted for FY11. It is projected that minimal funding will be available for the CIP in FY12. Mr. Herman shared the Recreation and Parks Department's CIP projects and the year in which funding has been requested. Following discussion, the Board decided to change the funding year for the Hamlett Rees project from FY12 to FY13 and the funding year for Park Master Plan Implementation from FY13 to FY12. Ms. Chandler moved to accept the CIP project funding plan as amended; Ms. Simpson seconded the motion. Upon unanimous voice vote, the motion passed.

Mr. Herman said he will be submitting a "Lines of Service" budget to the City Manager on January 8 as the first step in the budget process. He said the department considered operating as an enterprise fund and decided that was not feasible. Staff will be looking at areas where fees can be increased so that most programs will pay for themselves.

## **6. Old Business**

### **a. West End Park Update**

The Planning Commission gave contingent approval on the plan at its meeting last month. There are some minor changes that will be handled administratively.

## **7. Other Business**

There was none.

## **8. Adjournment**

Ms. Chandler moved to adjourn the meeting; Ms. Simpson seconded the motion. Following a unanimous voice vote, Mr. O'Hara adjourned the meeting at 8 p.m.

Approved February 2, 2010

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